

**TOWNSHIP OF HARDWICK  
TOWNSHIP COMMITTEE MEETING MINUTES  
WEDNESDAY SEPTEMBER 7, 2022  
7:00 P.M.**

Meeting was called to order by Mayor Jacksic at 7:00 pm. Those present were Committeeman Duffy, Deputy Mayor Lovell, and Mayor Jacksic.  
Also present were Clerk Shippis, CFO Rolef and DPW Supervisor Campbell.

**OPENING ROLL CALL**

**FLAG SALUTE**

**SUNSHINE STATEMENT**

“Adequate notice of this meeting has been provided in accordance with the Open Public Meeting Act, P.L. 1975, Ch. 231 setting forth the time, date, place, and purpose of this Public Meeting through a legal notice published in New Jersey Herald and The Express times following the Township’s Annual Reorganization Meeting at which the 2022 meeting schedule was adopted.

**PUBLIC COMMENT**

Aaron Stark from the Delaware Water Gap Defense Fund supplied the committee documentation and spoke to the committee on why the Delaware Water Gap should not become a National Park. Main reasons would be increase in traffic, environmental impacts and the cost to Hardwick residents to go to a park that they have been going to for years. Committee thanked Mr. Stark for attending the meeting.

**DEPARTMENT REPORTS**

DPW Supervisor Tom Campbell stated brush cutting is continuing. Tax Assessor boxes have been retrieved from Frelinghuysen Municipal building and are in the DPW shed for storage. Mr. Campbell also reported that the fuel shed should be delivered in 4- 6 weeks.

CFO Christine Rolef.

Ms. Rolef is getting Open Space information together for Bob Canace.

**MEETING MINUTES**

June 1, 2022, Township Committee Meeting Minutes

July 6, 2022, Executive Session Meeting Minutes

July 6, 2022, Township Committee Meeting Minutes

**Motion made by Duffy, second by Jacksic and carried to approve the above minutes.**

July 27, 2022, Special Township Meeting

**Motion made by Duffy, second by Jacksic and carried approve the July 27<sup>th</sup> Special Township Meeting. Deputy Mayor Lovell abstained.**

**CONSENT AGENDA**

1. 2022-53 Fixing the Salaries and Wages of Officials, Appointees and Employees of the Township of Hardwick in the County of Warren, State of New Jersey for 2022.

BE IT RESOLVED by the Mayor and Township Committee of the Township of HARDWICK, in the County of Warren and State of New Jersey that the salaries of the elected officials, appointees and employees of the Township of HARDWICK, in the County of Warren and State of New Jersey, shall be as follows for the year 2022:

ADMINISTRATION	AMOUNT	PER
Township Committee Person	3,500.00	Year
Township Clerk – Interlocal Blairstown Township	50,000.00	Year
Recreation Director	1,045.00	Year
Grants Coordinator	863.00	Year
<b>FINANCE</b>		
Chief Financial Officer	18,851.00	Year
Tax Assessor	23,126.00	Year
Tax Collector – Interlocal – Blairstown Township	15,000.00	Year
<b>LAND USE</b>		
Board Secretary	12,209.00	Year
<b>DEPARTMENT OF PUBLIC WORKS</b>		
Director	45.95	Hour
Operator/Laborer	30.31	Hour
Emergency Driver	21.00-30.00	Hour
Summer Help	15.50 -25.00	Hour
<b>CONSTRUCTION AND ZONING</b>		
Zoning Officer	14,087.00	Year
<b>HEALTH DEPARTMENT</b>		
Animal Control Officer	9,205.00	Year
<b>EMERGENCY MANAGEMENT</b>		
Coordinator	2,590.00	Year
911 Coordinator	1,148.00	Year

BE IT FURTHER RESOLVED that other employees’ benefits and compensation are set forth in a Personnel Policy, as amended.

BE IT FURTHER RESOLVED that this resolution shall be retroactive to January 1, 2022, except as otherwise noted.

2. 2022-58-Person to Person Liquor License Transfer

WHEREAS an application has been filed for a person-to person transfer oof Plenary Retail Consumption license #2109-33-004-003 hereto issued to Hardwick Tavern Corp for premises located at 47 Spring Valley Rd., Hardwick NJ 07825: and

WHEREAS the submitted application form is complete in all respects, the transfer fees have been paid, and the license had been property renewed for the current license term; and

WHEREAS the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinance and conditions consistent with Title 33; and

WHEREAS the applicant has disclosed the issuing authority reviewed the source of all funds used in the purchase of the license and the licensed business and al addition financing obtained in connection with the licensed business.

NOW, THEREFORE, BE IT RESOLVED, that the Township of Hardwick does hereby approve, effective September 7, 2022, the transfer of the aforesaid Plenary Retail Consumption license to Krave Café & Caterers, LLC., and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follow: “This license subject to all its terms and conditions, is hereby transferred to Krave Café & Caterers, LLC. Effective September 7, 2022.

3. 2022-59-Appointment of Acting Tax Assessor

WHEREAS, there is a vacancy in the positions of Tax Assessor as of August 26, 2022 due to the unexpected passing of the present Tax Assessor; and

WHEREAS, Rich Motyka, tax assessor for many of the surrounding towns, has agreed to take on the position of Acting Tax Assessor until a permanent Tax Assessor is hired; and WHEREAS, Rich Motyka has agreed to work per diem having no office hours at the Municipal Building but will be available via email or during his Blirstown Hours which is Wednesday’s 9am -11am.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey, that Rich Motyka is hereby appointed as Acting Tax Assessor.

4. 2022-60 Green Acres Program Enabling Resolution

WHEREAS, the New Jersey Department of Environmental Protection, Green Acres Program (“State”), provides loans and/or grants to municipal and county governments and grants to nonprofit organizations for assistance in the acquisition and development of lands for outdoor recreation and conservation purposes; and

WHEREAS the Township of Hardwick desires to further the public interest by obtaining a grant of \$265,000 from the State to fund the following project(s):

**#2109-21-003 White Lake Natural Resource Area Addition**

NOW, THEREFORE, the governing body/board resolves that Township of Hardwick or the successor to the office of Township of Hardwick is hereby authorized to:

- (a) make application for such a loan and/or such a grant,
- (b) provide additional application information and furnish such documents as may be required,
- (c) act as the authorized correspondent of the above-named applicant; and

WHEREAS the State shall determine if the application is complete and in conformance with the scope and intent of the Green Acres Program, and notify the applicant of the amount of the funding award; and

WHEREAS the applicant is willing to use the State's funds in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the State for the above named project;

NOW, THEREFORE, BE IT RESOLVED BY THE Township of Hardwick THAT:

1. The Township of Hardwick) of the above-named body or board is hereby authorized to execute an agreement and any amendment thereto with the State known as White Lake Natural Resource Area Addition, and [Note: Please authorize only one official to sign the project agreement on behalf of the local government or nonprofit.]
2. The applicant has its matching share of the project, if a match is required, in the amount of \$265,000.
3. In the event the State's funds are less than the total project cost specified above, the applicant has the balance of funding necessary to complete the project, and
4. The applicant agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project.
5. This resolution shall take effect immediately.

5. 2022-61 Payment of Vouchers

WHEREAS all claims as reviewed and listed on the attached bill list are approved as reasonable and proper claims against the Township of Hardwick to be paid from its current fund; and

WHEREAS, the CFO has certified that funds are available to pay such claims.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hardwick, County of Warren, State of New Jersey that the bills on the attached bill listed are authorized to be paid

**Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes Consent agenda items 2-5.**

**Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes Consent Agenda Item 1 with the amendment of adding the salary ordinance range for Emergency Driver.**

## **RESOLUTIONS**

2022-63 Resolution of the Township of Hardwick County of Warren and State of New Jersey Awarding the Riverview Cellular Tower Site Lease Contract to SBA Communication Corporation

WHEREAS, the Local Lands and Buildings Law, N.J.S.A. 40A:12-14 authorizes the lease by municipalities of any real property, capital improvements or personal property or interests therein, not needed for public use to the highest bidder by open public bidding at auction or by submission of sealed bids after the required newspaper advertisements; and

WHEREAS, the Township of Hardwick is the owner of certain real property known as Block 1103.01, Lot 1, in the vicinity of One Riverview Drive (also known as the Riverview Cellular Tower Site) on which is situated a cellular tower with arrays; and

WHEREAS, said property is currently leased for the operation of a wireless communications tower; and

WHEREAS, the Township advertised for the submission of bids for the lease of a Tower Site for a municipal communications tower, equipment, building(s) and appurtenances on a portion thereof; and

WHEREAS, the Township received two bids for said Tower Site, and after a determination of the highest bidder, a recommendation was made to award said Lease to SBA Communications Corporation.

NOW THEREFORE BE IT RESOLVED by the Township Committee that the contract for the Lease of said Tower Site is awarded to SBA Communications Corporation upon SBA's agreement to pay the Township thirty-six thousand and twelve dollars (\$36,000.00) in Base Annual Rental Payment, subject to a three percent (3%) annual increase in Base Annual Rental Payment, fifty percent (50%) of Additional Rent, as well as a "one-time payment of twenty-five thousand and no/100 dollars (\$25,000.00)."

BE IT FURTHER RESOLVED that the Mayor is authorized to execute all documents necessary to effectuate the lease. Date: September 7, 2022

**Motion made by Lovell, second by Duffy and approve by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes resolution 2022-63.**

### **UNFINISHED BUSINESS**

**Voice Over IP Service** -no update

**OEM Plan-Draft** -no update

**Storm Emergency Overtime Rate**-no update

**Affordable Housing**

Warren County Housing sent over documentation to be posted on the website. Clerk Shipps will also provide information in the office.

**American Rescue Plan Funds**- no update

**Spring Valley Rd.**

Permits have been issued, No date has been set.

**Delaware Water Gap National Recreation Area**

Discussed in public comment.

**Mallard Pond Rd.**

DPW Supervisor Tom Campbell explained that this road has not been maintained in years and the committee should consider vacating the road.

**Hardwick Days**

Will be held on Sunday October 23, 2022, from noon – 5 pm at the Vass Home. Committeeman Duffy provided information on vendors that will be attending the event.

**Town Hall Meeting Room Ventilation** -no update

**Butler Rd.**

Discussion arose regarding cul-de-sac on Butler Rd., Attorney Cohen suggested the discussion take place in Executive Session.

### **NEW BUSINESS**

**MSI Learning Management System (LMS) Mandatory Employee Records Clean Up Instructions**

Deputy Mayor Lovell stated that all employees and committee members should look into participating.

**DEP Stormwater Tier Change.**

Mayor Jacksic attended meetings regarding the Tier change and reported that the Stormwater Tier change requirements will have a big impact on the township.

**CORRESPONDENCE**

**TOWNSHIP ATTORNEY**

NO report at this time

**TOWNSHIP CLERK**

Clerk Shipps reported that the rabies clinic will be held on December 10<sup>th</sup> from 8:30 am – 11:00 am at the DPW building in Blairstown.

There will be a shredding event on October 29, 2022, from 1-4 pm.

Clerk Shipps stated that the minutes on the website have been updated.

**TOWNSHIP COMMITTEE REPORTS**

Deputy Mayor Lovell reported that he is looking through documents regarding the Verbeeck drainage issue and has not seen anything stating that the township should be maintaining the drain.

Mayor Jacksic read the call outs from the fire department for the month of August.

**PUBLIC COMMENT**

No public comment

**EXECUTIVE SESSION**

**Motion made by Duffy, second by Jacksic and carried to go into Executive Session at 8:07 pm. Deputy Mayor Lovell stated that action may be taken after Executive Session**

2022-62- Authorizing Executive Session for the Purpose of

WHEREAS, Section 8 of the Open Public Meeting Act, Chapter 231, P. L 1975 permits the exclusion of the public from a meeting under certain circumstances; and

WHEREAS this public body is of the opinion that such circumstances presently exist.

NOW, THEREFORE, BE IT RESOLVED, by the Township Committee of the Township of Hardwick, in the County of Warren and State of New Jersey as follows:

1. The public shall be excluded from that portion of this meeting.
2. The general nature of the subject matter to be discussed is as follows:
  - A. Contract Negotiations
  - B. Attorney Advice

As nearly as can be ascertained, the matter or matters to be discussed at this time will be disclosed to the public when such matters are resolved.

**Motion made by Lovell, second by Jacksic and carried to come out of executive session at 8:52 pm.**

**Motion made by Lovell, second by Duffy and approved by roll call vote: Duffy—yes, Lovell—yes, Jacksic—yes, to move forward in completing the cul-de-sac on Butler Rd.**

**ADJOURNMENT**

Motion made by Duffy, second by Love